

**North Carolina Rheumatology Association**  
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Welcome to the 2022 Annual Conference

The North Carolina Rheumatology Association (NCRA) is excited to host our first face-to-face (f2f) conference since 2019. We will follow CDC guidelines, Durham County guidelines, as well as the Washington Duke Inn guidelines to ensure the safety of our participants.

NCRA appreciates your support of the NCRA 2022 Annual Meeting. I look forward to working with you or your representatives on March 18 -20 at the Washington Duke Inn (WDI). The exhibit hall is in the President's Ballroom at the WDI. The hotel address is 3001 Cameron Blvd, Durham, NC 27705.

Information regarding hotel accommodations, shipping and receiving, exhibit hall hours, registering your representatives, etc. is available on our [website](#).

Please share your **corporate description** (50 words or less) before March 4, 2022. This will be included in our conference magazine.

### **Exhibit Hall**

We will supply the appropriate number of tables & chairs for your display. The tables are 8' X 30".

Your display must fit either on or behind your tables. If they extend beyond your area, items will be moved.

- Single table: 8' W X 5' D (Exhibitors & Sponsors)
  - Your table is 2.5" deep and then you have approximately 2' behind the table
- Double table: 16' W X 5' D (Silver, Gold, & Ruby Level Corporate Members)
  - Two 8' tables side by side; each table is 2.5" deep and then you have approximately 2' behind the table
- Triple table: 24' W X 5' D (Platinum & Diamond Level Corporate Members)
  - Three 8' tables side by side; each table is 2.5" deep and then you have approximately 2' behind the table

If you do not need your tables, please notify me by March 4. Your space will be marked on the floor.

If you need your tables split, notify me as soon as possible and not later than March 4.

Please be respectful of other vendors and do not block attendees' view of their display.

**Registering Your Attendees & Profile on our Mobile App**

On February 10 or when you registered for the conference, you were sent a link from Cvent to register your attendees and build your profile on the conference app. You should also have an email with instructions on how to register your attendees and build the profile.

This is a F2F conference, and the app will be used by attendees to view schedules, download handouts and see who is in the exhibit hall. While the profile on the mobile app allows you to add quite a bit of content, we recommend limiting your content to basic organizational information and only a few handouts or links. This is a supplement to our F2F conference and does not replace interactions in the exhibit hall.

We look forward to seeing you March 18-20.

Sincerely,  
Tammy